

# **CALFRESH (CF) PROGRAM REQUEST FOR POLICY/REGULATION INTERPRETATION**

**INSTRUCTIONS:** Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Be sure to identify the additional discussion with the appropriate number and heading. Retain a copy of the CF 24 for your records.

- Questions from counties, including county Quality Control, must be submitted by the county CalFresh Coordinator and may be submitted directly to the CalFresh Policy analyst assigned responsibility for the county, with a copy directed to the appropriate CalFresh Policy unit manager.
- Questions from Administrative Law Judges may be submitted directly to the CalFresh Policy analyst assigned responsibility to the county where the hearing took place, with a copy of the form directed to the appropriate CalFresh Bureau unit manager.

1. RESPONSE NEEDED DUE TO:		5. DATE OF REQUEST:	NEED RESPONSE BY:
<input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Fair Hearing <input type="checkbox"/> Other:		8/16/16	8/23/16
2. REQUESTOR NAME:		6. COUNTY/ORGANIZATION:	
3. PHONE NO.:		Santa Barbara	
4. REGULATION CITE(S):		7. SUBJECT:	
		Reasonably Anticipated Income (RAI)	
		8. REFERENCES: (Include ACL/ACIN, court cases, etc. in references) NOTE: All requests must have a regulation cite(s) and/or a reference(s).	
		ACL 13-17	

9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

A worker is doing a CF recertification and interviewing the client over the phone. The client reports a new job and informs the worker that income is reasonably anticipated for the upcoming SAR payment period. The client tells the worker the rate of pay, start date and hours. The worker has all the information needed to prospectively budget the income for the upcoming SAR payment period.

Question: Can the worker take the client's statement for the new job and enter it in the budget since the income is reasonably anticipated?

10. REQUESTOR'S PROPOSED ANSWER:

No. The worker needs to verify the new job information before entering it in the budget.

Per ACL 13-17: Reported information is considered 'VUR' when the information is not questionable. Changes that cannot be verified by client statement alone are: Income; Medical costs for a deduction; Legal obligations to pay child support and the amount paid.

11. STATE POLICY RESPONSE (CFPB USE ONLY):

CDSS agrees with the response. Even though the income can be reasonably anticipated, the worker needs to verify the new income information that the client provided verbally during the recertification interview.

Per ACIN 1-45-11, page 4, "Gross income must be verified by the household through wage stubs, a letter from the employer, award letter, applicant IEVS, etc. (MPP Section 63-300.5(e)(1)). However, if verification of income has been unsuccessful after exhausting all attempts because the person or organization providing the income has failed to cooperate with the household, the CWD shall determine an amount to be used for the purpose of eligibility determination based on the best available information, which may include an affidavit completed by the household."

(continued on next page)

## **FOR CDSS USE**

DATE RECEIVED:

8/16/2016

DATE RESPONDED TO COUNTY/ALJ:

8/22/2016 AF

**CALFRESH (CF) PROGRAM  
REQUEST FOR POLICY/REGULATION INTERPRETATION (Continued)**

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2. REQUESTOR NAME:	6. COUNTY/ORGANIZATION:	
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4. REGULATION CITE(S):	8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> <b>NOTE: All requests must have a regulation cite(s) and/or a reference(s).</b>	

Per ACIN 1-45-11, page 7, "self-certification is acceptable as verification for certain eligibility factors, such as certain gross nonexempt income (e.g. cash payment for babysitting or yard work). All other mandatory eligibility factors, such as most gross nonexempt income, require the household to provide some type of documentary evidence or collateral contact for verification".